



# COMMERCIAL PERMIT APPLICATION

Complete front and back of this application

1. PROJECT INFORMATION							
JOB ADDRESS:				SUITE NUMBER:		COUNTY:	
LOT/ TRACT:		BLOCK:		SUBDIVISION/SURVEY:			
TDLR PROJECT # EABPRJ				SPRINKLERED: <input type="checkbox"/> YES <input type="checkbox"/> NO		LOT SIZE: (Sq. Ft.)	
VALUATION OF JOB: \$				TYPE OF CONSTRUCTION:		TYPE OF USE:	
<b>TYPE OF WORK:</b> <input type="checkbox"/> New <input type="checkbox"/> Finish-out <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Repair <input type="checkbox"/> Move							
<b>WATER SUPPLY:</b> <input type="checkbox"/> CITY <input type="checkbox"/> WELL             SIZE OF WATER SERVICE METER(S)=							
<b>SANITARY SEWER:</b> <input type="checkbox"/> CITY <input type="checkbox"/> SEPTIC, <i>If septic, attach perc test, proposed design of septic system and OSSF permit.</i>							
TOTAL BUILDING AREA:		CONSTRUCTION AREA :		NO. OF FLOORS		MAX. HEIGHT:	
AMOUNT OF SQ. FEET:		1 <sup>ST</sup> Floor =		2 <sup>ND</sup> Floor =		3 <sup>RD</sup> Floor =	
		Other =					
<b>BUILDING FACADES:</b> Total sq. ft. of all sides of building =             Total sq. ft. of masonry on facades =							
An <b>asbestos survey</b> shall be conducted in accordance with the Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP) for the areas being renovated and/or demolished. Has an asbestos survey been conducted <input type="checkbox"/> YES <input type="checkbox"/> NO* (Initial) * If answer is <b>NO</b> acknowledge sign and date statement on second page.							
2. BUILDING OWNER INFORMATION							
Name :			Address:			City, Zip	
Phone:			Fax:			e-mail:	
3. PERMIT CONTACT INFORMATION							
Name :			Address:			City, Zip	
Phone:			Fax:			e-mail:	
4. CONTRACTOR INFORMATION							
Name :			Address:			City, Zip	
Phone:			Fax:			e-mail:	
5. PLEASE READ CAREFULLY							
➤ Be advised incomplete submittals may be rejected, denied or cause permit processing delays. ➤ Separate permits are required for electrical, plumbing, mechanical and irrigation. ➤ This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. ➤ I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.							
<b>Signature of Applicant:</b>						<b>Date:</b>	
<b>Please Print Name:</b>							
THIS SECTION RESERVED FOR STAFF REVIEW							
Department	Approved	Approved As Noted	Denied	Date			
Development Services							
Planning and Zoning							
Landscape Administrator							
Engineering							
Environmental							
Fire Department							
Tarrant County Health							
COMMENTS:							
Building Use:	Permit Type:	Zoning:	Floodplain F.F.:	Drainage Util:	Service Area:	Plan Review Fee:\$	
<b>FEES</b>	Building Permit:\$	Water Impact:\$	Sewer Impact:\$	Roadway Impact:\$	Pro Rata:\$	Total:\$	

## ASBESTOS SURVEY ACKNOWLEDGMENT STATEMENT

Texas Asbestos Health Protection Rules (TAHPR) requires that an asbestos survey be conducted when non-residential buildings and apartment complexes larger than four-plexes are demolished or renovated. As the owner/operator of the renovation/demolition site, I understand that it is my responsibility to have this asbestos survey conducted in accordance with Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP) prior to work commencing and prior to permit issuance by the City of Mansfield.

\_\_\_\_\_  
Printed Name of Owner/Operator

\_\_\_\_\_  
Signature of Owner/Operator

\_\_\_\_\_  
Date

## COMMERCIAL APPLICATION CHECK SHEET

### INCOMPLETE APPLICATIONS/SUBMITTALS WILL NOT BE ACCEPTED FOR PROCESSING

The following checklist is to be used for all commercial projects. Submittal of the information with a fully completed application is required in order to process the application for the Building Permit. Omission of any information may delay the review. Recorded submittal date will be the date when complete submittal occurs.

**\*\* All of the items listed below are required at time of submittal.**

- ☐ All applications shall be accompanied with an address issued and approved by Planning Department.
- ☐ A Commercial Building Permit Application (print legibly) shall be completed in its entirety and shall accompany each submittal for review (minimum one (1) permit per building). This includes designating contractors, costs and TDLR# for all projects valued at \$50,000 or greater.
- ☐ New construction and additions \$200 plan review fee.
- ☐ Renovation or demolition to any public or commercial building requires an asbestos survey conducted by a person licensed by the Texas Department of Health.
- ☐ Energy Compliance report (COMcheck) prepared by an independent third party registered with the City.
- ☐ **Complete and bound sets** of building plans (min. size 11"x17" - max. 24"x36") of building plans, plans shall be prepared by a State Registered Architect in accordance with all rules and regulations set forth by the Texas Board of Architectural Examiners. Engineering shall be in accordance with the Texas Engineering Practice Act. Landscape plans shall be prepared by a Licensed Landscape Architect.

**\*\* New construction and additions:** Seven (7) sets to include at minimum items 1 through 6.

**\*\* Remodels and interior finish-outs:** Five (5) sets to include at a minimum a site plan and items 1, 4, and 6.

1. **Cover Sheet:** Provide address, legal description, code summary (including at minimum design criteria specifically but not limited to type of construction, total sq ft, allowable area calculations, occupant load, and occupant group).
2. **Civil:** Scaled and dimensioned drawings showing property lines, legal description, site location map, driveways and drive approaches, parking lots and striping layout, easements, existing site grading, existing and proposed utilities, drainage areas and hydraulic calculations, grading and drainage plans, erosion control plans and storm water pollution prevention plans, as required.
3. **Landscaping and Irrigation plans.**
4. **Architectural:** Scaled and dimensioned drawings showing floor plan (label all rooms), wall section details, roof details, floor/ceiling details, exiting system, door and window schedules, exterior elevations, stair details and accessibility details.
5. **Structural:** Foundation and structural plans of building shall be provided. Plans shall be designed and sealed by a registered professional engineer.
6. **MEP's:** Complete detailed plans showing mechanical details, electrical details (including load calculation and riser diagrams) and plumbing details (including riser diagrams gas, water, and sewer). Plans shall be designed and sealed by a registered professional engineer.

**Note:** All interior finish-out permit applications/submittals are required to provide MEP plans prepared and sealed by a registered professional engineer.

- ☐ Tarrant County Public Health approval if available for all food related occupancies, day care and/or septic systems.
- ☐ All submittals shall be compliant with the adopted codes and related amendments: Adopted Codes (with City Amendments) are 2006 IBC, 2006 IECC, 2006 IPC, 2006 IMC, 2006 IFGC, 2006 IFC, 2005 NEC.